

**Notification Form**  
**Award or Decline for NCAR Proposal**

Proposal # \_\_\_\_\_ PI(s): \_\_\_\_\_  
Abbreviated Title: \_\_\_\_\_  
Form Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

**Please use this form to notify the NCAR Director, through B&P, of award or decline of a proposal.** As required by the NSF/UCAR Cooperative Agreement, the NCAR Director's Office will use this information, as provided by the division, to formally notify NSF of award or decline of a proposal. Then, NSF will notify NCAR of any problems or concerns that must be addressed prior to NCAR's acceptance of the award.

**Check the appropriate box and attach the requested information to this form.**

- Proposal awarded and there will be changes from the original proposal, i.e., changes in funding level or work to be performed.**
  - Please send a detailed outline for the changes from the original program and attach a revised budget and statement of work as applicable.
  
- Proposal awarded there are no changes.**
  - Please send copy of the written notification, or attach a copy of the award documentation.
  
- Proposal awarded but funding level is unknown.**
  - Attach a copy of award documentation if available or email of notification.
  
- Proposal declined.**
  - Attach written notification. (i.e. a copy of the declination if available or email, memo)
  
- Proposal cancelled internally.**
  - Attach memo or copy of advance notice with CANCELLED INTERNALLY with date and signature for our files.